

JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA

Financial Report

Year Ended June 30, 2007

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Release Date 3/12/08

JEANERETTE CITY MARSHAL

**Financial Report
As of and for the Year Ended June 30, 2007**

CONTENTS

	Page
Independent Accountant's Report	2
Basic Financial Statements	
Government-Wide Financial Statements (GWFS)	
Statement of Net Assets	5
Statement of Activities	6
Fund Financial Statements (FFS)	
Balance Sheet-Governmental Funds	8
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Fund	9
Notes to Financial Statements	11-17
Required Supplementary Information	
Budgetary Comparison Schedule	19
Requirements of the Louisiana Governmental Audit Guide	
Independent Accountant's Report on Applying Agreed-Upon Procedures	21-23
Corrective Action Plan for Current Year Findings	24
Summary Schedule of Prior Year Findings	25
Louisiana Attestation Questionnaire	Exhibit A

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INDEPENDENT ACCOUNTANT'S REPORT

Honorable Stephen Falterman, City Marshal
JEANERETTE, LOUISIANA

I have reviewed the accompanying financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the Jeanerette City Marshal for the Parish of Iberia (hereinafter "Marshal"), a component unit of the City of Jeanerette, as of June 30, 2007, and for the year then ended, which collectively comprise the Marshal's basic financial statements, as listed in the table of contents, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management of the Marshal.

A review consists of inquiries of personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, I do not express such an opinion.

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

The budgetary comparison information on page 19 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. Such information has been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, and I am not aware of any material modifications that should be made thereto.

The Marshal has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Honorable Stephen Falterman, City Marshal
Jeanerette, Louisiana
Page 2

My review was made for the purpose of expressing limited assurance that there are no material modifications that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. The accompanying financial information listed as "Other Supplementary Information" in the table of contents is presented only for supplementary analysis purposes. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, I do not express an opinion or any other form of assurance on the supplementary information.

R. Perry Templeton

New Iberia, Louisiana
December 28, 2007

Government-Wide Financial Statements

JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA

STATEMENT OF NET ASSETS
June 30, 2007

ASSETS

Cash	\$ 43,779
Accounts Receivable	15,743
Capital Assets, net of Accumulated Depreciation	<u>41,024</u>

Total Assets	<u>\$100,546</u>
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LIABILITIES

Accounts Payable	\$ <u>-</u>
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NET ASSETS

Invested in Capital Assets	41,024
Unrestricted	<u>59,522</u>

Total Net Assets	<u>\$100,546</u>
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See accountant's review report.
See notes to financial statements.

JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2007

Governmental Activities:

Expenditures

Auto expense	\$ 11,351
Outside Services	37,299
Marshal's Salary	21,600
Other Salaries	77,977
Marshal & Employees Retirement and Benefits	27,184
Office Supplies	16,543
Dues, Meetings and Insurance	5,373
Depreciation	10,610
Other Miscellaneous Expenditures	8,035
Legal and Accounting	1,000
Telephone and Utilities	<u>6,840</u>
Total Expenditures	<u>223,812</u>

Program Revenues:

Service Fees	<u>155,934</u>
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Excess (Deficiency) of Revenues Over Expenditures	<u>(67,878)</u>
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General Revenues:

Intergovernmental	
On Behalf Payments	126,761

Change in Net Assets (Decrease)	58,883
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Net Assets – Beginning of Year	<u>41,663</u>
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Net Assets – End of Year	<u>\$100,546</u>
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See accountant's review report.
See notes to financial statements.

Fund Financial Statements

JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA

BALANCE SHEET – GOVERNMENTAL FUNDS
June 30, 2007

ASSETS

Cash (Note 4)	\$ 43,779
Due from City Court of Jeanerette	<u>15,743</u>
Total Assets	<u>\$ 59,522</u>

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts Payable	\$ <u> -</u>
------------------	-----------------------

FUND BALANCE

Unreserved-Undesignated	<u>59,522</u>
Total Liabilities and Fund Balance	<u>\$ 59,522</u>

See accountant's review report.
See notes to financial statements.

JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA

STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUND
For the Year Ended June 30, 2007

REVENUE	
Service Fees	\$155,934
Intergovernmental	
On Behalf Payments	<u>126,761</u>
Total Revenue	<u>282,695</u>
EXPENDITURES	
Capital Outlay	34,191
Current	
Automobile Expense	11,351
Outside Services	37,299
Marshal's Salary	21,600
Other Salaries	77,977
Marshal & Employees Retirement and Benefits	27,184
Office Supplies & Printing	16,543
Legal & Accounting Costs	1,000
Dues, Meetings, & Insurance	5,373
Telephone and Utilities	6,840
Other Miscellaneous Expenditures	<u>8,035</u>
Total Expenditures	<u>247,393</u>
EXCESS OF EXPENDITURES OVER REVENUE	35,302
FUND BALANCE, BEGINNING OF YEAR	<u>24,220</u>
FUND BALANCE, END OF YEAR	<u>\$ 59,522</u>

See accountant's review report.
See notes to financial statements.

Notes to the Financial Statements

**JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- A. **BASIS OF PRESENTATION** - The accompanying financial statements for the Jeanerette City Marshal have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements and Management's Discussion and Analysis – for State and Local Governments*, Issued in June 1999.
- B. **FINANCIAL REPORTING ENTITY** – The Jeanerette City Marshal consists of One Marshal who is elected by the voters of the City of Jeanerette and serves a six year term. The duties of the office of the Marshal is to provide legal service and security for the Jeanerette City Court as needed. The Marshal has no employees but has five individuals who are outside contractors and work on an as needed basis. As an independently elected official, the Marshal is solely responsible for the operations of his office, which include the hiring or retention of employees, responsibility for deficits, and the receipt and disbursement of funds.

Statement No. 14 of the GASB established the following criteria for determining if a governmental entity is a primary government or a component unit of a primary government:

- a. It has a separately elected governing body.
- b. It is legally separate.
- c. It is fiscally independent of other governments.

Because certain operating expenditures of the Marshal are paid or provided by the City of Jeanerette, the Jeanerette City Marshal is considered a component unit of the City of Jeanerette in accordance with the provisions of GASB Statement No. 14.

The accompanying financial statements present information only on the funds maintained by the Marshal and do not present information on the City of Jeanerette, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS
(continued)

C. BASIC FINANCIAL STATEMENTS – GOVERNMENT-WIDE STATEMENTS –

The Marshal's basic financial statements include both government-wide (reporting the Marshal as a whole) and fund financial statements (reporting the Marshal's major fund). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. All of the Marshal's activities are classified as governmental activities.

In the government-wide Statement of Net Assets, the governmental activities column (a) is presented on a consolidated basis, (b) and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Marshal's net assets are reported in three parts—invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The Marshal first utilizes restricted resources to finance qualifying activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include bond forfeitures, drug seizures, equitable sharing receipts and fees and commissions.

This government-wide focus is more on the sustainability of the Marshal as an entity and the change in the Marshal's net assets resulting from the current year's activities.

BASIC FINANCIAL STATEMENTS – FUND FINANCIAL STATEMENTS – The financial transactions of the Marshal are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The following fund types are used by the Marshal:

GOVERNMENTAL FUNDS – The focus of the governmental funds measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Marshal:

General Fund – This type of fund is the general operating fund of the Marshal. The General Fund is financed through court costs and commissions as well as bond forfeitures earned by the Marshal. Resources of the fund are used to supplement the cost of operating the Marshal's office.

JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS
(continued)

- D. BASIS OF ACCOUNTING - Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

1. Accrual:

The governmental activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual:

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual: i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred.

- E. CAPITAL ASSETS - Capital assets are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$250 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant and equipment is depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Equipment	5-7
Automobiles	3-5

- F. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net assets.

The governmental fund balance sheet includes a reconciliation between *fund balance-total governmental funds* and *net assets*. One element of that reconciliation explains that "capital assets used in governmental activities are

JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS
(continued)

not financial resources and, therefore, are not reported in the funds." The details of the \$41,024 difference are as follows:

Capital Assets Net of Accumulated Depreciation	<u>\$41,024</u>
Net Adjustment to Increase <i>Fund Balance-Total Governmental Funds</i> to Arrive at <i>Net Assets-Governmental Activities</i>	<u>\$41,024</u>

- G. EXPLANATION OF CERTAIN DIFFERENCES BETWEEN THE GOVERNMENTAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES AND THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES - The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances-total governmental funds* and *changes in net assets of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this \$23,581 difference are as follows:

Depreciation Expense	\$(10,610)
Capital Outlay	<u>34,191</u>
Net Adjustment to Increase <i>Net Changes in Fund Balances-Total Governmental Funds</i> to Arrive at <i>Changes in Net Assets of Governmental Activities</i>	<u>\$ 23,581</u>

- H. CASH & CASH EQUIVALENTS - Cash includes amounts in demand deposits. Under state law, the Jeanerette City Marshal may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

- I. COMPENSATED ABSENCES - The Jeanerette City Marshal has no policy relating to vacation and sick leave.

NOTE 2: CAPITAL ASSETS

A summary of general fixed assets follows:

JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS
(continued)

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital Assets, Being Depreciated:				
Equipment	\$26,911	\$12,367	\$ -	\$39,278
Automobiles	<u>17,310</u>	<u>21,824</u>	<u>-</u>	<u>39,134</u>
Total Capital Assets Being Depreciated	<u>44,221</u>	<u>34,191</u>	<u>-</u>	<u>78,412</u>
Less Accumulated Depreciation for:				
Equipment	20,089	3,534	-	23,623
Automobiles	<u>6,689</u>	<u>7,076</u>	<u>-</u>	<u>13,765</u>
Total Accumulated Depreciation	<u>26,778</u>	<u>10,610</u>	<u>-</u>	<u>37,388</u>
Total Capital Assets, Being Depreciated, Net	<u>\$17,443</u>	<u>\$23,581</u>	<u>\$ -</u>	<u>\$41,024</u>

NOTE 3: PENDING LITIGATION

The City Marshal was not involved in any material lawsuits at June 30, 2007.

NOTE 4: CASH AND CASH EQUIVALENTS

At June 30, 2007 the carrying amount of the City Marshal's deposits is \$43,779 and the bank balance is \$49,051. These deposits are secured from risk by federal deposit insurance.

NOTE 5: ON BEHALF PAYMENTS FOR SALARIES AND BENEFITS

The City Marshal follows GASB Statement No. 24, "Accounting and Financial Reporting for Certain Grants and Other Financial Assistance". This standard requires the City Marshal to report in the financial statements on-behalf salary and fringe benefit payments made by the City of Jeanerette to the Marshal and the Marshal's employees.

Supplementary salary payments are made from the City to the Marshal and the Marshal's employees. The City Marshal is not legally responsible for these salary supplements. Therefore, the basis for recognizing the revenue and expenditure payments is the actual contributions made by the State and the City Marshal. For the fiscal year ended June 30, 2007 the City paid \$27,560 in supplemental salary and benefit payments to the City Marshal and \$99,201 to the City Marshal's employees.

**JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS
(continued)**

NOTE 6: PENSION PLAN

The Jeanerette City Marshal is a participant in the Municipal Employees' Retirement System (MERS) of Louisiana, a multiple-employer public employee retirement system.

All permanent Marshal employees who work at least 35 hours a week, not participating in another public funded retirement system and are under 60 years of age are members of the plan. Members of the plan may retire with thirty years of creditable service regardless of age, with twenty-five years of service at age 55, and with 10 years of service at age 60. The retirement allowance is equal to 3% of the member's final compensation multiplied by his years of creditable service, with certain provisions made for those employees who were members of the supplemental plan only prior to its revision date. Their retirement allowance may not exceed the greater of 100% of a member's final salary or compensation. The system also provides disability and survivor benefits. Benefits are established by the State statute.

State statute requires covered employees to contribute 9.25% of their earnings to the plan. The City of Jeanerette contributes 8% to the plan as employer only for the portion of compensation the City Marshal and deputies receive from the City.

Although contributions are determined by State statute rather than actuarial calculations, actuarially required contributions are determined for the System, but not separately for the Jeanerette City Marshal.

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is presented in the System's June 30, 2007 comprehensive annual financial report. The System issued an annual, publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Employees' Retirement System of Louisiana, 7937 Office Park Boulevard, Baton Rouge, Louisiana, 70809-7606, or by calling (504) 925-4810. The City of Jeanerette does not guarantee the benefits granted by the System.

JEANERETTE CITY MARSHAL
NOTES TO FINANCIAL STATEMENTS
(continued)

NOTE 7: LEASES

At June 30, 2007, the Jeanerette City Marshal is committed to a month to month operating lease on an automobile. Lease payments are \$391 per month. Lease payments totaled \$4,692 for the year.

NOTE 8: OTHER POST RETIREMENT BENEFITS

The Jeanerette City Marshal provides no post retirement benefits.

NOTE 9: ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America that requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Required Supplementary Information

JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA

BUDGETARY COMPARISON SCHEDULE
For the Year Ended June 30, 2007

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	
REVENUE				
Service Fees	\$131,064	\$150,000	\$155,934	\$ 5,934
Intergovernmental				
On Behalf Payments	-	125,000	126,761	1,761
Total Revenues	<u>131,064</u>	<u>275,000</u>	<u>282,695</u>	<u>7,695</u>
EXPENDITURES				
Capital Outlay	31,000	31,000	34,191	(3,191)
Current				
Automobile Expense	5,050	10,000	11,351	(1,351)
Outside Services	36,000	36,000	37,299	(1,299)
Marshal's Salary	-	22,000	21,600	400
Other Salaries	-	80,000	77,977	2,023
Marshal & Employees				
Retirement and Benefits		25,000	27,184	(2,184)
Office Supplies & Printing	2,500	15,000	16,543	(1,543)
Legal & Accounting Costs	1,000	1,000	1,000	-
Dues, Meetings, & Insurance	10,500	5,000	5,373	(373)
Telephone and Utilities	6,500	6,500	6,840	(340)
Other Miscellaneous				
Expenditures	<u>8,500</u>	<u>8,500</u>	<u>8,035</u>	<u>465</u>
Total Expenditures	<u>101,050</u>	<u>240,000</u>	<u>247,393</u>	<u>(7,393)</u>
EXCESS OF EXPENDITURES OVER REVENUE	30,014	35,000	35,302	302
FUND BALANCE, BEGINNING OF YEAR	<u>24,220</u>	<u>24,220</u>	<u>24,220</u>	-
FUND BALANCE, END OF YEAR	<u>\$ 54,234</u>	<u>\$ 59,220</u>	<u>\$ 59,522</u>	<u>\$ 302</u>

See accountant's review report.
See notes to financial statements.

Requirements of the Louisiana Governmental Audit Guide

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MEMBER
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CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LA CPA'S

**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES REPORT**

Honorable Stephen Falterman, City Marshal
JEANERETTE, LOUISIANA

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the Jeanerette City Marshal for the Parish of Iberia and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Marshal's compliance with certain laws and regulations during the period ended June 30, 2007 included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$20,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

One expenditure was made during the year that exceeded \$20,000, and it was made in accordance with Louisiana's public bid law.

Code of ethics for Public Officials and Public Employees

2. Obtain a list of your immediate family members as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of you and all employees, as well as their immediate families.

Management provided me with the required list.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided me with the required list.

4. Determine whether any of those employees included in the listing obtained from management were also included on the listing obtained from management as immediate family members.

None of the employees included on the list of employees provided by management [agreed-upon procedure (3)] appeared on the list provided by management in agreed-upon procedure (2).

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided me with an original and amended budget for the fiscal year ending June 30, 2007.

6. Trace the budget adoption to adoption instruments.

Adoption of budget adoption traced to executed process verbal.

7. Compare the revenue and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by five percent (5%) or more or if actual expenditures exceed budgeted amounts by five percent (5%) or more. (Note, state law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$250,000 or less and exempts special revenue funds whose expenditures drive revenue and recognition-primarily federal funds.)

Actual revenue and expenses did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

8. Randomly select six (6) disbursements made during the period under examination and: (a) trace payments to supporting documentation as to proper amounts and payee, (b) determine if payments were properly coded to the correct fund and general ledger account, and (c) determine whether payments received approval from proper authorities.

I examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount, made to the correct payee, and properly coded to the correct fund and general ledger account.

Debt

9. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of banks loans, bonds, or like indebtedness.

I inspected copies of all bank deposits slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

10. Examine payroll records for the year to determine whether any payments have been made to employees, which may constitute bonuses, advances, or gifts.

I inspected payroll records for the year and noted no instances, which would indicate payments to employees that would constitute bonuses, advances, or gifts.

I was not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the information and use of management and others within the organization and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of this report may be limited under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document in accordance with Louisiana Revised Statute 44:6

New Iberia, Louisiana
December 28, 2007

R. Perry Templeton

**JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA**

**Corrective Action Plan for
Current Year Findings
For the Year Ended June 30, 2007**

<u>Ref. No.</u>	<u>Description Of Finding</u>	<u>Corrective Action Planned</u>	<u>Names of Contact Persons</u>	<u>Anticipated Completion Date</u>
Section I – Internal Control and Compliance Material to the Financial Statements				
2007-1	An inadequate segregation of duties exists with respect to accounting functions that result in inadequate control over cash receipts and disbursements. Due to the limited number of personnel, an adequate segregation of duties may not be achievable and the cost of correcting the weakness would exceed the benefits derived.	The Marshal has determined that it is not cost effective to achieve complete segregation of duties within the accounting department. No plan is considered necessary.	Marshal Stephen Falterman	Present

Section II – Management Letter

None

**JEANERETTE CITY MARSHAL
JEANERETTE, LOUISIANA**

**Summary Schedule of Prior Findings
For the Year Ended June 30, 2007**

<u>Ref. No.</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description Of Finding</u>	<u>Corrective Action Taken (Yes, No, Partial)</u>	<u>Planned Corrective Actual/Partial Corrective Action Taken</u>
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Section I – Internal Control and Compliance Material to the Financial Statements

2006-1	2005	An inadequate segregation of duties exists with respect to accounting functions that result in inadequate control over cash receipts and disbursements. Due to the limited number of personnel, an adequate segregation of duties may not be achievable and the cost of correcting the weakness would exceed the benefits derived.	No. The Marshal had determined that it is not cost effective to achieve complete segregation of duties within the accounting department. No plan is considered necessary.	None
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Section II – Management Letter

None

Louisiana Attestation Questionnaire

Exhibit A

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

12-21-07 (Date Transmitted)

JEANETTE MARSHALL'S OFFICE
CITY OF JEANETTE
P.O. Box 268 JEANETTE, LA 70544
(337) 276-5603 - fax (337) 276-6989 (Auditors)

In connection with your review of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes [☒] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [☒] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [☒] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes [☒] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [☒] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes [☒] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [☒] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [☒] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes [☒] No []

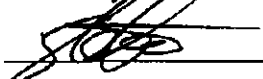
Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes [☒] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.



Secretary 12-21-07 Date

Treasurer _____ Date

President _____ Date